



Master License Service
Department Of Licensing
PO Box 9034
Olympia WA 98507-9034
(360) 664-1400

UBI

Owner name

Manufactured/Mobile Home Community Registration

This form must be submitted with a Master Business Application form.

Instructions:

Please make sure the following information is entered correctly on the Master Business Application (**MBA**):

- On **line 4.a.** enter the physical location address of the community you are registering with this application.
- In **section 3** enter the information of the legal owner of the real property listed on line 4.a.
- On **line 3.c.** enter the name of the community you are registering. If this name is different than the full, legal name of the owner, it must also be listed as a "Trade Name" in **section 2** of the **MBA**.

A Landlord(s) and/or manager(s) information

If the owner of the community utilizes a landlord and/or manager at this community, identify those persons below. If either the landlord or manager is the same as the owner write "same as owner" below. If no one is acting as the landlord or manager write "none" on the name line.

Landlord name _____

Address _____

City _____ State _____ ZIP code _____

Manager name _____

Address _____

City _____ State _____ ZIP code _____

B Additional information and fees

1. How many lots (spaces) are in this community, both occupied and vacant? _____

2. Attach a list containing the full mailing address for each lot you counted in #1 above. Provide an address even if the lot is currently vacant. If the addresses are identical for each lot except for the lot number, you may write the full address just once, and then just identify each lot number that uses that same mailing address.

3. How many manufactured and/or mobile homes are currently within the community? Count only those where the owner of the home rents the lot on which the home is located, and does not have any ownership interests in the real property of the community. *Use that number to calculate the fees due below:*

_____ X _____ \$10.00 = \$ _____
Number of homes Fee per home Total fees due

4. Write: "**MFD Home Community Registration**" on a line in **section 2** of the **MBA**, and write the amount of the "Total fees due" from above next to it.

Note: The registering owner is responsible for remitting on time to the Department of Licensing all registration and handling fees due. However, the owner may collect up to \$5.00 of each \$10.00 MFD home registration fee from the tenants residing in the community.